

RECREATIONAL RENAISSANCE

“PLAN B”

***** BACK TO BASICS *****

Attachment A

DLNR will develop an assets management program that considers limited funding, facility/asset inventory, staffing needs/costs, operational/maintenance needs/costs, and replacement costs.

The Department has developed repair and maintenance standards. As we move forward with the Recreational Renaissance “Plan B” we will work to phase in all of the identified standards. Eventually the intent is to provide the below level of care to all DLNR recreational facilities.

Maintenance standards for land based recreation and ocean based recreation are provided below. The standards indicated below are general standards, which are necessary to keep a facility/improvement in safe and in proper working condition over its design service life.

GENERAL LAND BASED RECREATION MAINTENANCE STANDARDS

Comfort stations/restrooms/outdoor showers

1. Stock supplies and empty rubbish containers.
2. Clean drainage swales.
3. Clean fixtures and sanitize.

Additional improvement subject to funding:

4. Power wash and scrub interior and exterior areas.
5. Paint of interior and exterior areas.
6. Improve or repair composting and non-sewered toilet facilities.
7. Repair or Replace deteriorating partitions, fixtures, signage, showerheads, and gates.
8. Repair plumbing, or unclog and snake drains.
9. Installation of new fixtures as needed (i.e. hose bibs, weep holes, toilets, lavatories, water fountains).
10. Construction of roofing repairs/replacement, rockwall veneer and siding, structural supports, plumbing systems, and lateral lines.

Parking areas/roadways

1. Remove debris and trash.
2. Tree trimming and landscape maintenance (i.e. clearing overgrown vegetation).

Additional improvement subject to funding:

3. Repaint pavement markings periodically to ensure they are clearly visible.
4. Fill and repair potholes.
5. Grade rock surfaced areas when rutted or eroded.
6. Add appropriate type of gravel as needed for maintaining surface stability.
7. Construction of security barriers such as chain link fencing and posts/foundations and safety barriers such as speed bumps.
8. Scraping, grading, and repaving of roadways (using base course, gravel, AC).
9. Repair any cracked asphalt to prevent water from seeping below the surface.
10. Resurface or reconstruct damaged/deteriorated asphalt and concrete pavement areas.
11. Correct ponding problems in paved parking areas; Correct drainage problems.
12. Construct new parking as needed.

Signs and Posts

1. Trim vegetation away from signs to ensure clear visibility of the message.
2. Straighten any signposts that are inappropriately leaning.

Additional improvement subject to funding:

3. Replace signs when they are stolen, vandalized, indecipherable, damaged, or obsolete.
4. Replace any signposts that are inappropriately leaning and/or damaged beyond repair.

Campground and Day use areas – (campground, open space areas, picnic tables, and benches)

1. Rubbish/trash removal.
2. Landscape maintenance (i.e. mow grass, plant trees, trim shrubs and low growing trees.)
3. Forest management tasks in forested campground areas (i.e. thinning).
4. Clean up and repair of campground benches and picnic tables – replace damaged/missing slats, and graffiti removal.

Additional improvement subject to funding:

5. Replace benches and picnic tables and install permanent security anchors.
6. Construct concrete pads, walkways, new benches, and tables.
7. Construct and install additional composting toilets and infrastructure.
8. Create new campgrounds and expand some existing campground areas.

Pavilions – Picnic, family, gazebos

1. Paint interior and exterior areas.
2. Power wash and scrub down interior and exterior areas.

Additional improvement subject to funding:

3. Repair/replace picnic tables/benches.
4. Installation of new fixtures as needed (i.e. hose bibs, water fountains, fire pits).
5. Repairs/replace deteriorating roofs.
6. Construct/repair deteriorating rockwall veneer and siding.
7. Repair/replace deteriorating structural posts.
8. Repair/reconstruct deteriorating foundations.

Rental cabins

1. Landscape maintenance (i.e. mow grass and trim shrubs and low growing trees.)

Additional improvement subject to funding:

2. Power wash and scrub down interior and exterior areas.
3. Repair and replace deteriorating fixtures.
4. Repair deteriorating windows, screens, and doors.
5. Paint interior and exterior areas.
6. Repair/replace deteriorating appliances, plumbing, cabinets, and closets.
7. Repair/replace deteriorating roofs.
8. Construction of foundation and structural supports.

Trails and Boardwalks

1. Remove vegetation overgrowth with motorized brush cutters, chainsaws, and machetes.
2. Clear any fallen trees or branches and fix any small washouts or slides.
3. Install, replace, or clean regulatory or directional signage.
4. Inspect trail management features (i.e. Boardwalks, bridges, or steps).
5. Inspect trail amenities (i.e. Benches, shelters, or interpretive signage).
6. Spot spray invasive weed plants within the trail corridor.
7. Rubbish/trash removal.

Additional improvement subject to funding:

8. Repair deteriorating boardwalks.
9. Construct new boardwalks in sensitive natural areas.
10. Construct concrete pads, walkways, new benches, and tables.

Concession buildings/structures – if not included in lease agreements

Improvement subject to funding:

1. Repair deteriorating plumbing.
2. Repair/replace deteriorating roofs and structural supports.
3. Construction for water lines and sewage line improvements.

Recreation piers

Improvement subject to funding:

1. Painting and replacement of handrails and boardwalk planks and shelters.
2. Construction of new shelters and handrails and boardwalks.

GENERAL BOATING FACILITY MAINTENANCE STANDARDS

Comfort stations/restrooms

1. Stock supplies and empty rubbish containers.
2. Clean drainage swales.
3. Clean fixtures and sanitize.

Additional improvement subject to funding:

4. Power wash and scrub interior and exterior areas.
5. Paint of interior and exterior areas.
6. Improve or repair composting and non-sewered toilet facilities.
7. Repair or Replace deteriorating partitions, fixtures, signage, showerheads, and gates.
8. Repair plumbing, or unclog and snake drains.
9. Installation of new fixtures as needed (i.e. hose bibs, weep holes, toilets, lavatories, water fountains).
10. Construction of roofing repairs/replacement, rockwall veneer and siding, structural supports, plumbing systems, and lateral lines.

Parking Areas/roadways

1. Remove debris and trash.
2. Tree trimming and landscape maintenance (i.e. clearing overgrown vegetation).
3. Repaint pavement markings periodically to ensure they are clearly visible.
4. Fill and repair potholes.
5. Grade rock surfaced areas when rutted or eroded.
6. Add appropriate type of gravel as needed for maintaining surface stability.
7. Construction of security barriers such as chain link fencing and posts/foundations and safety barriers such as speed bumps.

Additional improvement subject to funding:

8. Scraping, grading, and repaving of roadways (using base course, gravel, AC).
9. Repair any cracked asphalt to prevent water from seeping below the surface.
10. Resurface or reconstruct damaged/deteriorated asphalt and concrete pavement areas.
11. Correct ponding problems in paved parking areas; Correct drainage problems.
12. Construct new parking as needed.

Signs and Posts

1. Trim vegetation away from signs to ensure clear visibility of the message.
2. Straighten any signposts that are inappropriately leaning.
3. Replace signs when they are stolen, vandalized, indecipherable, damaged, or obsolete.

Additional improvement subject to funding:

4. Replace any signposts that are inappropriately leaning and/or damaged beyond repair.

Harbor Grounds

1. Mow grassed areas, trim edges and treat landscape plantings as appropriate for the types present on each site.
2. Mow at least a ten-foot border around all buildings.
3. Remove litter daily, so as not to accumulate on site.
4. Maintain parking areas, driveways, and walkways for safe use and neat appearance.
5. Remove litter from drainage swales, curb cuts, and drain inlets.

Additional improvement subject to funding:

6. Repair/replace damaged irrigation system components.
7. Replace damaged landscape plantings.

Harbor Buildings

1. Keep building exteriors safe and neat in appearance.
2. Conduct regular inspection and servicing of fire sprinkler heads, air conditioning systems to keep them in good working condition.
3. Keep siding, soffit, and fascias securely nailed and painted in approved colors for the particular structure.
4. Inspect wood structures annually for termite infestation. When necessary, promptly treat area by a licensed exterminator.
5. Maintain flashing, gutters, and downspouts.
6. Keep building interiors clean and orderly, replace floor coverings, refinishing (painting) of wall surfaces.
7. Maintain electrical and plumbing systems as directed by the manufacturer, established criteria in accordance with the current Plumbing and Electrical Codes.
8. Keep restroom facilities clean, sanitized, and deodorized.
9. Conduct regular inspection of individual wastewater system, service the septic tank, grease interceptor, distribution box, sewer pump station and/or wastewater treatment system and service as required.

Additional improvement subject to funding:

10. Replace damaged or defective electrical and plumbing fixtures/system.
11. Replace damaged/deteriorated roofing systems.
12. Repair/replace damaged windows, security grating, doors, and frames as soon as possible.
13. Replace damaged or marginally functioning individual wastewater system, including but not limited to septic tank, grease interceptor, distribution box, sewer pump station and/or wastewater treatment system.

Boat Ramps/Loading Docks

1. Remove silt and debris from the ramp as necessary.
2. Remove algae, seaweed growth and debris on horizontal ramp surfaces by pressure washing as necessary.
3. Check drop-offs, or undercutting (erosion), at the toe (end) of the ramp.

Additional improvement subject to funding:

4. Correct any ramp area erosion problems as soon as possible.
5. Conduct maintenance dredging at regular intervals or as required.
6. Repair any ramp section that is broken, separated, and settled.
7. Loading docks: repair any structural damage that may create a hazardous condition (i.e. loose or broken boards or pothole on walkways, steps, decking, fendering, and handrails).
8. Repair concrete cracks and spalls.
9. Replace loading docks that have been determined unsafe and beyond economic repair.

Docks

1. Immediately repair any structural damage that may create a hazardous condition (i.e. loose or broken boards on walkways, steps, decking and hand rails).
2. Apply necessary treatments to wooden materials ensuring longevity and neat appearance.
3. Check condition of deck fittings (cleats, bollards, bull rails, etc.). Repair as required to correct problems.
4. Check finger and main pier connections for wear and tear. Replace damaged connections.
5. Repair damaged fender systems. Immediately remove protruding fasteners and/or fender brackets that could cause injuries or damage to vessels.
6. Check gangways and ramps for wear and deterioration of non-skid surfacing. Replace non-skid surfacing or grooves as required to correct the problem.
7. Inspect and repair as required hinges, brackets for stiff-arm connections for floating docks and gangways.
8. Inspect and repair security gates and fencing. Lubricate fittings, hinges, and locking mechanism.
9. Check utility stations/pedestals to ensure that they are in good working condition. Repair as required to correct problems.
10. Check flexible pipefittings and connections from the landside to floating docks for excessive wear and tear. Repair as required to correct problems.

Additional improvement subject to funding:

11. Maintain electrical and plumbing systems as directed by the manufacturer, established criteria and in accordance with the current Plumbing and Electrical Codes.
12. Check the condition of floating docks for list or low free board and correct any problems as soon as possible.
13. Replace damaged/deteriorated fender systems.
14. Replace piers or docks that are unsafe and beyond economic repair.

Drainage Systems

1. Check all drainage structures for blockages and damages after each storm event.
2. Remove any woody vegetation and debris from around the culvert openings.
3. Check for settlement of ground or pavement along drainlines.

Additional improvement subject to funding:

4. Correct ponding due to settlement near inlets.
5. Clear vegetation, sediment, and debris from inside drainlines and drainage structures.

Breakwaters and Bulkheads

1. Inspect bulkheads and revetment structures to determine if there is excessive settlement, concrete cracking or spalling, settlement and stone displacement.
2. Inspect breakwater for damaged or missing stones or settlement. Work with U.S. Army Corps of Engineers, if structure is owned by them to make the necessary corrective measures.
3. Prepare an inventory of breakwater structures owned by the Army Corps of Engineers.

Additional improvement subject to funding:

4. Repair damaged bulkheads, breakwater, and revetment structures that are owned by the State and not maintained by the U.S. Army Corps of Engineers.

Navigational Aids/Demarcation Buoys

1. Inspect navigational aids (i.e. channel markers, signs, demarcation buoys) to ensure that they are in the correct location, in good condition and in accordance with U.S. Coast Guard Guidelines and Standards.
2. Inspect landside navigational aids to ensure that they are in good working condition. Repair as required to correct problems.

Additional improvement subject to funding:

3. Repair or replace navigational aids (i.e. channel markers, signs, demarcation buoys) to ensure that they are in the correct location, in good condition and in accordance with U.S. Coast Guard Guidelines and Standards. Repair upon unsatisfactory inspection.
4. Repair or replace landside navigational aids to ensure that they are in good working condition.

References for Division of Boating and Ocean Recreation Standards:

Operations & Maintenance Program Guidelines for Recreational Boating Facilities by State Organization For Boating Access dated September 1999

The Operations and Maintenance Handbook is a hands-on guide to help the user establish procedures for the successful operation and maintenance of boating facilities. It includes clearly written, easily understood, detailed information for the general maintenance worker, as well as for the administrator with total program responsibility.

It includes information on risk assessment and management; site design and review procedures; operational staff considerations; staff training needs; equipment and funding requirements; importance of public outreach; methods of site accounting; recommendations for emergency preparedness and importance of environmental management efforts.

The Handbook addresses maintenance program elements, categories and scheduling. Additionally, it presents guidelines for selecting, placing and replacing signs at public boating facilities. Example forms include; a standard facility maintenance record form; a general site inspection checklist; a user comment card; an operations/maintenance cooperative agreement form; an adopt-an-access program agreement form; a waiver of liability form; a sample list of tools, supplies and safety equipment and general maintenance standards.

State Organization for Boating Access (SOBA)

An organization devoted to the acquisition, development and administration of public recreational boating facilities nationwide. SOBA provides a forum for the exchange of views, ideas, concepts and experiences related to all aspects of recreational boating facilities.

SOBA was formed in 1986 primarily by a small group of state boating officials who wanted to promote the acquisition, development, and administration of recreational boating facilities nationwide. Membership has now expanded to all 50 states and five territories and includes not only state boating officials, but also consultants, engineering firms, manufacturers, suppliers, publishers and other businesspersons interested in boating access.

As a voice supporting the need for recreational boating facilities nationwide, SOBA strives to provide a medium for the exchange of views and experiences that will foster private, interstate, and federal-state cooperation and coordination in boating facility design, construction, and financing. Drawing from its membership's nationwide experiences SOBA also provides a problem solving forum for the exchange of information and ideas relating to all aspects of recreational boating facilities.

Marinas and Small Craft Harbors, Second Edition by Bruce O. Tobiasson and Ronald Kollmeyer

This is a practical guide, which is used nationwide by Engineers, marina designers and operators was written by two internationally known experts. The book explains every step of waterfront design, from initial concept, financing, regulatory review and technical design, to operations and maintenance.